

Request for Proposals Addendum #1

Issued April 1, 2022

Questions:

1. **What are the audit requirements for proposals? Are applicants required to submit a single audit with their application? Are they required to get a single audit for the grant period?**

Answer: Submission of a single audit is not required with application, but may be requested later to ensure compliance with 2 CFR Part 200.501(b) which states:

Single audit. A non-Federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with [§ 200.514](#) except when it elects to have a program-specific audit conducted in accordance with [paragraph \(c\)](#) of this section.

2. **Can an organization submit an application with another organization acting as the fiduciary?**

Answer: No. The organization that submits the proposal must act as the sub-recipient; is responsible for all aspects of the grant; and cannot assign that responsibility to another entity.

3. **Are mental health services eligible under HOME-ARP?**

Answer: Certain mental health services are considered eligible as supportive services under HOME-ARP.

This link provides an overview of HOME-ARP: [HOME-ARP Program | HUD.gov / U.S. Department of Housing and Urban Development \(HUD\)](#).

Under Eligible Activities it lists: "Supportive Services, including services defined at [24 CFR 578.53\(e\)](#), homeless prevention services, and housing counseling."

Under [24 CFR 578.53\(e\)](#) it lists:

24 CFR 578.53(e)((11) **Mental health services.** Eligible costs are the direct outpatient treatment of mental health conditions that are provided by licensed professionals. Component services are crisis interventions; counseling; individual, family, or group therapy sessions; the prescription of psychotropic medications or explanations about the use and management of medications; and combinations of therapeutic approaches to address multiple problems.

4. **The RFP says the City will consider projects that can be completed in four years or less (page 17 of 30). Please confirm the project period start and end date.**

Response: The estimated project period start date is July 1, 2022. This is contingent on the length of time to complete a grant agreement, and secure City Commission and HUD approval. The end date is June 30, 2026.

5. **Regarding the Program Financial Design Form on page 23 of 30, there is no "cost per household/person" within the table for supportive services, is it expected the "Total Cost (one year)" be an aggregate budget number based on the total "Number to be Served"? And, I understand it can be multiplied by a factor of 4 for the 4 year project period?**

Answer: Yes, the total cost one year is an aggregate budget number based on the total number to be served. The Form has been modified to allow for the entry of the name of the service to be provided, a description of costs associated with providing the service, and the number of years the service will cover. The modified form is available on the Community Development webpage: www.battlecreekmi.gov/181.

6. **Regarding insurance requirements on page 8 of 30, Is it acceptable that an organization commits to maintain insurance amounts as described during the entire term of the agreement if awarded?**

Answer: Yes. Documentation of required insurance minimums and types are required before an agreement can be signed.

7. **What are the match requirements for HOME-ARP?**

Answer: None. Normally HUD has match requirements for HOME funds, but match requirements for HOME-ARP were waived in a memo authored by James Jemison on September 8, 2021 titled "Waivers and Alternative Requirements for Implementation of the HOME American Rescue Plan (HOME-ARP) Program. The relevant section of the memo reads:

II.E Matching Contribution Requirements. The requirements of 24 CFR 92.218 through 24 CFR 92.222 and any other requirements for matching contributions in 24 CFR part 92 shall not apply to HOME-ARP funds, as subsection (c)(1) of ARP states that the underlying statutory requirement at section 220 of NAHA (42 U.S.C. 12750) does not apply to HOME-ARP funds.